

PO 297824

# Professional Development Activity Request

Date 10/03/2017

Activity Request submitted by: Lindsey (name) Giraldo (school)

Activity aligns with:  
 District CSIP Goal: Implement effective research-based instructional strategies to close achievement gap.  
 Building SIP Goal: \_\_\_\_\_

Activity Focus Area(s):  
 Literacy  Curriculum  Technology  
 At-risk  Mathematics  Instructional Strategies/Improvement

Funding Source(s):  
 Building  Bldg. PD rep  
 Department-- Dept. name \_\_\_\_\_  Bldg principal  
 Special Projects (District PD funds)

Approved by: (Both the PD rep and principal must sign)

Lindsey Giraldo  
Sarah Brown

Wisa Hawkins

## Professional Development Activity Description

List name of activity and briefly describe: Greg Tang Math Workshop-Each grade level would like to send one teacher to attend the Greg Tang Workshop that focuses on critical math concepts that our students need to be successful.

Location Hillon Garden Inn, Olathe, KS Date of activity November 15, 2017 8:30-4:00

Participant names Four teachers from Mallinson (one from each grade level)

Rebecca Huber 2  
Shelbie Cone 3  
Kirk Holmbeck 4  
Megan Lindemann 5

### Substitute Salary

Substitute costs (\$95 per day w/benefits)  
4 X 1 X 95.00 = \$ 380.00  
# of subs # of days \$95.00 Total

### Required Forms (Must be attached to this request)

Authorized Leave Form \*  
(A separate form must be completed for each participant)

### Staff compensation

Stipend (\$25 per hour w/benefits) \_\_\_\_\_

Time Sheet  
(A separate time sheet must be submitted for each participant)

### Purchased Services

Airfare (total \$) \_\_\_\_\_  
Registration\* (Total amount) 940.00  
Lodging\*\* (Total amount) \_\_\_\_\_  
Consultant Fee \_\_\_\_\_

Travel Request/Reimbursement Form  
Travel Request/Reimbursement Form \* Please include copy of registration  
Travel Request/Reimbursement Form \*\* You will need to make your own hotel reservations.  
Consultant Form

### Materials/Supplies

\_\_\_\_\_

Request for Materials and Supplies Form

Expense Summary:	Cost	Fund
	<u>380.00</u>	Building funds
		Department funds
	<u>940.00</u>	Special Projects

Activity:
<input type="checkbox"/> Approved
<input type="checkbox"/> Not approved
_____
Dr. Elizabeth Savidge

Building Name: Mallinson Elementary

Activity Date: 11/15/2017

Please provide a brief description of your building activity including your plan for sharing.

Mallinson would like to send a teacher from each grade level to attend the Greg Tang Math Workshop that is focused on teaching critical concepts that our students need to be successful.

The workshop addresses number sense and estimation, fluency, place value, rounding, fractions and decimals, and multistep word problems. The attending teachers will use the information gained and share their learning with their grade level teams and building wide to address these areas of need.

### Criteria for High-Quality Professional Development

*\*Mark all that apply to the activity described above.*

#### Part I: High-quality professional development:

- actively engages teachers, over time.
- is directly linked to improved student learning so that all children may meet the Show-Me Standards at the proficient level.
- is directly linked to district and building school improvement plans.
- is developed with extensive participation of teachers, parents, principals, and other administrators.
- [\*Parent participation may be at the CSIP level]
- provides time and other resources for learning, practice, and follow-up.
- is supported by district and building leadership.
- provides teachers with the opportunity to give the district feedback on the effectiveness of participation in this professional development activity.

#### Part II: Some types of activities that might be considered high-quality professional development if they meet the above requirements are:

- study groups.
- grade-level collaboration and work.
- content-area collaboration and work.
- specialization-area collaboration and work.
- action research and sharing of findings.
- modeling.
- peer coaching.
- vertical teaming.
- other \_\_\_\_\_

#### Part III: Topics for high-quality professional development may include:

- content knowledge related to standards and classroom instruction.
- instructional strategies related to content being taught in the classroom.
- improving classroom management skills.
- a combination of content knowledge and content-specific teaching skills.
- the integration of academic and vocational education.
- research-based instructional strategies.
- strategies to assist teachers in providing instruction to children with limited English proficiency to improve their language and academic skills.
- strategies to assist teachers in creating and using classroom assessments.
- instruction in the use of data to inform classroom practice.
- instruction in methods of teaching children with special needs.
- instruction in linking secondary and post-secondary education.
- involving families and other stakeholders in improving the learning of all students.
- strategies for integrating technology into instruction.
- research and strategies for the education and care of preschool children.
- research and strategies for closing achievement gaps between diverse groups of students.
- other \_\_\_\_\_

**Please make a copy of this completed form for your records.**